



St. Cuthberts Pre-School Playgroup
(Churchtown)

**Annual Report
for the year ended
31 August 2017**

Registered Charity No. 1085385

St Cuthbert's Pre-School Playgroup (Churchtown)

Registered Charity No 1085385

Trustees' Report for the year ending 31st August 2017

The Pre-School Playgroup is recognised as an important part of the outreach from the Church of St Cuthbert, North Meols and has been in operation at St Cuthbert's for over 30 years. It became a registered charity in March 2001 with its operation being entrusted to Trustees from 1st September 2000.

Trustees:

Dr K Hamnett (Chairman)

Mrs P Howard (Treasurer)

Mrs J Broadbent

Mrs A Evans

Mrs D Lavery

Mr G Malins

Independent Examiner:

Bankers:

Natwest Bank plc

Southport

Objectives of Charity

To enhance the development and education of children under statutory school age, by offering appropriate teaching programmes recommended by Ofsted and providing play facilities to all children regardless of race, culture, religion or means.

Review of Activities and Achievements

The Pre-School Playgroup continued to be well attended during the year and continues to be popular within the local community. We offer flexibility of hours and are making provision so that we can deliver the government funded 30 hours of childcare in 2017/2018.

Our financial position remains secure at the end of this current year and we are still working hard to retain costs to a minimum without compromising the quality of care we offer. In the last couple of years, we began a partnership project with the church to refurbish the hall from which we operate. The expenditure costs have been jointly funded between ourselves and the church and, as stated in the Statement of Accounts, the sum of £23,451 was spent for this current year by our Pre-School. This meant that the Deficit shown of -£17,488 was materially affected by this expenditure. In other words, without this outlay, the trading profitability of the Pre-School would have been strong. The expenditure on the hall is aimed at securing our occupancy of the building for the foreseeable future.

In October, children and their parents held a short Harvest Festival Celebration and in December produced their annual Christmas Nativity and Concert for families and friends. We celebrated the end of the school year with a party in the Hall and a Sports Day.

Reserves

Trustees are of the opinion that reserves are adequate to meet the needs of the Charity in current circumstances. Funds are lodged with Natwest Bank plc in a reserve account.

Policies

Policies and organisational structure of the Charity are determined by the Trustees who delegate powers of day to day operation to Mrs Margaret Wignall, as Pre-School Manager. To assist achieving the objectives of the Pre-School, qualified personnel are employed and staff training is encouraged to ensure that we meet guidelines and work to best practice.

Risk Assessment

Risk assessment is carried out to meet the requirements of Ofsted and to follow the guidelines of the Pre-School Learning Alliance Insurance Scheme. Trustees are satisfied that sufficient Policies and Procedures exist and are implemented to mitigate against operational risks.

Signed, Chair of Trustees:

Dr K Hamnett Dated: 22.6.2018

Treasurer

P. P. HOWARD on
BEHALF OF DR K. HAMNETT

St Cuthberts Pre-School Playgroup (Churchtown)

Registered Charity No 1085385

Independent Examiner's Report to the Trustees

I have conducted an independent examination of the financial statements of St Cuthberts Pre-School Playgroup for the year ended 31 August 2017.

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

- * accounting records were not kept in accordance with section 130 of the Charities Act;
- * the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Dated:

22 June 2018.

T J Wright (BA(Hons), FCCA)

Mayfair Associates

21A Houghton Street

Southport

PR9 0NS

St Cuthbert's Pre-school Playgroup (Churchtown)

Registered Charity Number 1085385

Statement of Accounts for Year Ended 31st August 2017

Balance Sheet at 31st August 2017

31/08/2016

31/08/2017

	Opening Balances:	
62,491.42	Bank Current Account	64,887.99
22,350.80	Bank Reserve Account	22,362.02
47.08	Petty Cash	29.29
84,889.25	Total Resources at Start of Term	87,279.30
-589.00	less: Accrual for Unpaid Invoices	-3,672.00
-513.51	less: Unspent Grant	
2,512.89	less: PAYE & NI Liability	-390.61
86,299.63	Surplus/(Deficit) for Year	-17,488.74
	Closing Balance	65,727.95
	Represented by:	
64,887.99	Bank Current Account	47,358.85
22,362.02	Bank Reserve Account	22,367.96
29.29	Petty Cash	163.43
87,279.30	Sub Total	69,890.24
	less: Accruals Unpaid Invoices	-3,786.57
-589.00	Unspent Grants	
-390.61	Accrual for Unpaid Tax & NI	-375.72
86,299.69	Total Resources at End of Term	65,727.95

St Cuthbert's Pre-school Playgroup (Churchtown)

Registered Charity Number 1085385

Statement of Accounts for Year Ended 31st August 2017

Year: 2015/2016			Autumn: 2016	Spring: 2017	Summer: 2017	Year: 2016/2017
£			£	£	£	£
94,225.70	<i>R1 / R2</i>	Income:	28,380.04	23,109.43	39,939.50	87,428.97
637.13	<i>R3a...</i>	Rees:	312.22	321.84	319.37	953.43
3,585.99	<i>R4 / R5</i>	Snack money:	222.60	437.25	516.75	1,176.60
0.00		Other Local Authority Grants (EYFP):		1,530.00	2,295.00	3,825.00
500.00		Other Local Authority Grants (SEN)				0.00
0.00	<i>R6</i>	Donations received	166.95			166.95
203.30	<i>R13 / R15</i>	Insurance Claim	338.80	38.20	16.00	393.00
636.40	<i>R8</i>	Sale of Goods			360.68	675.08
168.00	<i>R7 / R9</i>	Coffee Morning	170.00			170.00
0.00	<i>R16</i>	Parties and Outings				0.00
11.22		Collections:	4.31	0.56	0.74	5.61
4,410.00		Bank Interest:		2,590.00		2,590.00
104,369.74		Training Grant (EYFT):	29,909.32	28,027.28	39,448.04	97,384.64
		Total Net Income				
		Expenses:				
71,602.14	<i>C1a...</i>	Wages inc NI, Care Staff	22,181.47	20,759.47	23,902.79	66,843.73
		Wages SEN:		1,657.50	2,167.50	3,825.00
1,640.76	<i>C1b...</i>	Wages inc NI, Clerical Assistant	546.92	546.92	568.80	1,662.64
367.35	<i>C2</i>	General Expenses	271.26	116.11	371.00	758.37
3,914.07	<i>C3</i>	Repairs and Sundries	46.40	49.40		95.80
1,285.48	<i>C5</i>	Office Consumables & Copies	183.66	244.15	589.38	1,017.19
650.43	<i>C6</i>	Cleaning Materials, Trolleys, Nappies, etc.	189.65	171.62	252.99	614.26
69.28	<i>C7</i>	Staff Refreshments	26.51	27.98	20.67	75.16
717.89	<i>C8</i>	Childrens Refreshments	231.04	180.39	225.49	636.92
550.90	<i>C9</i>	Play Equipment, Consumables:	295.57	290.98	206.90	793.45
3,402.22	<i>C10</i>	Play Equipment, Toys Books etc.	162.17	403.84	1,407.53	1,973.54
402.00	<i>C11</i>	Pianist	146.00	146.00	120.00	412.00
740.03	<i>C12 / C16</i>	Parties and Outings	268.79		206.81	475.60
250.70	<i>C13</i>	Coffee Morning	4.00		114.29	118.29
240.54	<i>C18 / C19</i>	Travell and Phone Expenses	70.72	16.62	115.86	203.20
146.40	<i>C20 / C21</i>	Goods for Resale	353.05			353.05
836.87	<i>C22</i>	Insurance (incl claims):		853.43		853.43
140.98	<i>C23</i>	Subscriptions	96.00	50.00	96.00	242.00
6,269.75	<i>C24</i>	Rent:	2,090.00	2,090.00	2,090.00	6,270.00
568.80	<i>C25</i>	Website / IT	189.60	189.60	189.60	568.80
0.00	<i>C27</i>	Grants			589.00	589.00
361.59	<i>C28</i>	Staff Meeting and Staff Training:	10.00			10.00
100.00	<i>C26</i>	Donations		119.20		119.20
4,256.89		EYFT (Wages and Resources):	1,179.59	519.27	526.28	2,225.14
		Office Refurbishment:	684.00			684.00
3,341.97		Hall Refurbishment Project:	10,756.62	6,121.85	6,573.14	23,451.61
101,857.04		Total Expenses:	39,985.02	34,554.83	40,334.03	114,873.38
0.00						0.00
2,512.70		Surplus/ (Deficit)	-10,075.70	-6,527.05	-885.99	-17,488.74